

CSC Adopted: October 2001 , CSC Revised: \_\_\_\_\_**Class Title: Equipment Operator II****BRIEF DESCRIPTION OF THE CLASSIFICATION:**

Repair grounds and asphalt. Repairs and operates a variety of motorized and other equipment. Repairs bridges, seawalls and other structures. Provides assistance to crews. Maintains pipeline. Performs inspections and minor maintenance on equipment. Performs selected duties as needed.

**ESSENTIAL FUNCTIONS:**

*This information is intended to be descriptive of the key responsibilities of the classification. The following examples do not identify all duties performed by any single incumbent. Specific requirements of individual positions are described in the Job Description.*

Physical Strength Code		ESSENTIAL FUNCTIONS
1	H	Operates mowers, tractors, dump trucks, fork lifts, and other motorized equipment. Maintains grounds by collecting and delivering trash containers, preparing soil, moving grass, raking leaves, digging holes, planting, pruning and maintaining trees and flower beds, mixing and applying chemicals, loading and applying mulch, weed eating, trimming, performing general care of landscape, grading fields for planting, installing and maintaining turf, removing trees, grinding tree stumps, identifying plants and trees, cleaning up job sites, hauling topsoil, grading, removing snow, aerating lawns, cutting grass, trimming trees, removing dead limbs, removing storm damage, cutting back weeds, picking up and removing litter, refuse and debris from vacant lots, grading and cleaning ditch lines, sweeping streets, applying chemicals to lakes, dredging lake, harvesting weeds and repairing and rebuilding boat ramps. Operates mowers, tractors, dump trucks, fork lifts, and other motorized equipment.
2	H	Maintains and repairs asphalt by repairing damaged surfaces of roadways such as potholes, cave-ins, utility cuts and small resurfacing using various tools and equipment and cleaning storm drains.
3	H	Repairs and finishes concrete by removing unsafe curbs and gutters, sidewalks, driveways and roadways, setting forms and grading areas to prepare for the pouring of concrete using various equipment and tools, pouring, raking, floating, troweling, edging, cutting joints and brooming using various tools and equipment, and building and designing forms for special projects.
4	H	Repairs bridges, seawalls and other structures by replacing and repairing concrete and bulkheads, installing concrete embankments, replacing warning signs, repairing bridge decks, girders, pilings, abutments, replacing damaged bridge railings and guard railings, cleaning and painting steel girders and bearings, replacing and sealing bridge expansion joints, compression seals and components, cleaning debris from all joints, drains, sidewalks and decks, replacing and repairing bridge and underpass lights and bridge fender channel navigation lights and units.

CSC Adopted: October 2001 , CSC Revised:

	Physical Strength Code	ESSENTIAL FUNCTIONS
5	M	Provides assistance to crews by checking yard areas for environmental hazards, reviewing safety issues involving personnel, equipment and policies, loading materials for crews, setting up safety zones around the worksites, passing tools to complete jobs, delivering and retrieving vehicles from garage for maintenance and repair, assisting in the construction of manholes and catch basins, laying pipe, delivering equipment, materials and supplies to job sites, repairing and installing irrigation, performing emergency weather recovery such as de-icing and snow removal and storm debris removal.
6	H	Maintains pipeline by using heavy equipment to locate raw water mains, repairing and replacing air valves, maintaining and repairing equipment at pump stations, maintaining vaults and manholes, opening and closing valves and assisting in directing the flow of traffic or redirecting traffic.
7	M	Performs inspections and minor maintenance on equipment by lubricating equipment, changing mower blades and stump grinder teeth, sharpening chain saws, checking and maintaining fluid levels, adjusting tension levels, changing oil and filters and performing repairs.
8	M	Performs related duties by building flower show displays, removing dead animals from streets and homes, preparing and setting up equipment for special events, inventorying parts, keeping logs and records, preparing reports, ordering materials, filling out material requisitions, communicating with customers on job sites and addressing concerns, training, planning and scheduling material, equipment and personnel in the absence of the supervisor, completing time sheets, closing and inspecting jobs and contracting customers
9	N	Performs burial services by digging, packing, turf work and backfilling graves, hauling excess dirt, erecting tents, removing flowers and moving and placing monuments. Provides foundation service by digging holes, mixing and pouring concrete, and moving and installing monuments.
10	H	Responds to emergencies by removing storm damage debris.

CSC Adopted: October 2001 , CSC Revised: \_\_\_\_\_**CLASS REQUIREMENTS:**

CLASS REQUIREMENTS	
Formal Education / Knowledge	Work requires knowledge necessary to understand basic operational, technical, or office processes. Level of knowledge equivalent to four years of high school or equivalency.
Experience	Two years operating heavy equipment.
Certifications and Other Requirements	Valid Driver's License, may require CDL, depending upon assignment.
Reading	Work requires the ability to read maps, work orders, time sheets, various reports and technical manuals.
Math	Work requires the ability to perform general math calculations such as addition, subtraction, multiplication and division.
Writing	Work requires the ability to write time sheet, requisitions, various reports and logs.
Managerial	N/A
Budget Responsibility	N/A
Supervisory / Organizational Control	Work requires the occasional direction of helpers, assistants, seasonal employees, interns, volunteers or temporary employees.
Complexity	Work involves choices of action within limits set by standard practices and procedures. Professional judgment is required to apply the proper course of action.
Interpersonal / Human Relations Skills	Contacts others within the organization. These contacts may involve similar work units or departments within the City which may be involved in decision making or providing approval or decision making authority for purchases or projects. Vendors and suppliers may also be called upon for information on purchases, supplies or products. Meetings and discussions may be conducted with customers.

CSC Adopted: **October 2001** , CSC Revised: \_\_\_\_\_**OVERALL PHYSICAL STRENGTH DEMANDS:**

Sedentary	Light	Medium	Heavy X	Very Heavy
S = Sedentary Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time	L = Light Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	M = Medium Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	H = Heavy Exerting 50-100 lbs. occasionally, 25-50 lbs. frequently, or up to 10-20 lbs. constantly.	VH = Very Heavy Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

**PHYSICAL DEMANDS:**

C = Continuously 2/3 or more of the time.	F = Frequently From 1/3 to 2/3 of the time.	O = Occasionally Up to 1/3 of the time.	R = Rarely Less than 1 hour per week.	N = Never Never occurs.
--	--	--	--	----------------------------

*This is a description of the way the job is currently performed; it does not address the potential for accommodation.*

PHYSICAL DEMANDS	FREQUENCY CODE	DESCRIPTION
Standing	F	Setting up cones, signs, unloading equipment, laying pipe, inspecting structures.
Sitting	F	Driving, operating equipment, computer, desk work
Walking	F	To/from construction sites, to/from equipment, picking up debris, using weed eater, setting up cones, signs
Lifting	F	Tools, jack hammer, brick, cement, manholes, pipes, tree branches, debris, brooms
Carrying	F	Tools, jack hammer, brick, cement, manholes, pipes, tree branches, debris, brooms
Pushing/Pulling	F	Wheel barrel, hand truck, tree branches, debris, using shovel, tools, brooms
Reaching	F	Unloading equipment, debris
Handling	F	Tools, jack hammer, brick, cement, manholes, pipes, tree branches, debris
Fine Dexterity	O	Computer keyboard, writing, tools
Kneeling	F	Inspecting structures, laying pipe, repairing equipment
Crouching	F	Inspecting structures, laying pipe, repairing equipment
Crawling	O	Repairs equipment
Bending	F	Picking up debris, repairing equipment, using shovel, laying pipe, using weed eater
Twisting	F	Repairing equipment, laying pipe
Climbing	F	Ladder, onto equipment
Balancing	F	Ladder, on narrow curbs
Vision	C	Driving, operating/repairing equipment, computer, desk work, inspecting structures, laying pipe
Hearing	C	Staff, supervisor, citizens, telephone, traffic
Talking	F	Staff, supervisor, citizens, telephone
Foot Controls	F	Driving, operating equipment
Other (specify)	N	

CSC Adopted: **October 2001** , CSC Revised: \_\_\_\_\_**MACHINES, TOOLS, EQUIPMENT, AND WORK AIDS:**

Chainsaw, jack hammer, pipe saw, shovel, forks, front end loader, pay loader, dump truck, rod machine, barricades, gas meters, water pumps, shovel, spade, tape measure, mortar pan, air compressor, float, cement, brick, weed eater, blade, rake, cutter, laser, lawnmower, hammer, computer

**ENVIRONMENTAL FACTORS:**

D = Daily	W = Several Times Per Week	M = Several Times Per Month	S = Seasonally	N = Never
-----------	-------------------------------	--------------------------------	----------------	-----------

HEALTH AND SAFETY		ENVIRONMENTAL FACTORS	
Mechanical Hazards	D	Dirt and Dust	D
Chemical Hazards	D	Extreme Temperatures	S
Electrical Hazards	D	Noise and Vibration	D
Fire Hazards	S	Fumes and Odors	D
Explosives	N	Wetness/Humidity	D
Communicable Diseases	N	Darkness or Poor Lighting	D
Physical Danger or Abuse	D		
Other (see 1 below)	M		

PRIMARY WORK LOCATION	
Office Environment	--
Warehouse	--
Shop	--
Vehicle	--
Outdoors	X
Other (see 2 below)	X

(1) Inclement weather

(2) City streets

**PROTECTIVE EQUIPMENT REQUIRED:**

Safety glasses, steel toed boots, gloves, safety vest, hard hat, ear plugs

**NON-PHYSICAL DEMANDS:**

C = Continuously 2/3 or more of the time.	F = Frequently From 1/3 to 2/3 of the time.	O = Occasionally Up to 1/3 of the time.	R = Rarely Less than 1 hour per week.	N = Never Never occurs.
--	--	--	--	----------------------------

NON-PHYSICAL DEMANDS	
Time Pressures	F
Emergency Situations	O
Frequent Change of Tasks	F
Irregular Work Schedule/Overtime	O
Performing Multiple Tasks Simultaneously	F
Working Closely with Others as Part of a Team	F
Tedious or Exacting Work	O
Noisy/Distracting Environment	F
Other (see 3 below)	N

(3)